

HUMAN RESOURCES

ANNOUNCES THE

NEW ONLINE JOB APPLICATION SYSTEM!

New System – User Friendly!

ACCOUNT FEATURES

- * Set up a user account and profile!
 - See what positions you have applied for in the past;
 - Review the status of jobs you have applied to;
 - Keep track of your interest cards.
- * Online application is populated with your user account information.
- * Prompts you to fix any errors or gives warnings before completion of application.
- * Update the application information as needed when applying for new positions.
- * Once you create a profile, your data is stored in the system to easily apply for other positions.
 - If you already have an account with Government Jobs, you do not need to create another one.

OTHER NEW FEATURES

- * All notifications will be via email.
- * New system will allow for self-scheduling for various test components.
- * Job descriptions feature the position's salary breakdown by hourly, monthly and annually, as well as a **Benefits Tab**!
 - **Benefits Tab** includes health benefits, retirement information, premiums, along with what section from the resolution, allowing the candidate to go to the resolution to find more information.
- * **Social Media!** You can click on either Facebook or LinkedIn to post to your page. The email icon allows you to send the job announcement to anyone you think may be interested in our positions.

CHECK IT OUT TODAY!

www.TorranceCA.Gov/Jobs